



The Corporation of the Township of Huron-Kinloss

Staff Report

Report Title: Hiring Report October 2024

Date: Oct. 7, 2024

Report Number: CAO-2024-10-31

Department: CAO

File Number: C11-CAO24

Prepared By: Leanne Scott, Human Resources Generalist

Attachments: None

Recommendation:

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO2024-10-31 prepared by Leanne Scott, Human Resources Generalist.

Background:

The current Hiring Policy, By-Law 2022-173, Selection and Promotions states Senior Managers have discretion to hire casual and student employees and further that the Municipal Council will be kept informed of all hiring and staffing decisions that are made by the Chief Administrative Officer and Senior Managers.

Discussion/Analysis/Overview:

The Community Service department has hired their Ripley Arena Attendants to fill the seasonal vacancy. This position was advertised through local newspapers, our corporate website and social media. We received 11 applications and have selected 6 candidates who demonstrated volunteer experience, cleaning experience and knowledge of the job. The successful candidates are Reed Dewar, Travis Vaughn, Ewan Scott, Austin VanHardeveld, Jackson Lush and Sheldon Courtney. There are 3 returning students this season.

The Public Works department has hired their seasonal Snowplow Operator and Winter Patroller positions. These positions were advertised through local newspapers, corporate website, social media and Indeed. There was 24 applications received, and 5 people hired. The successful candidates are Barry McDonald & Wyatt Wilken as Winter Patrollers, Jeff Olson & Jacob Riley as Snowplow Operators and Darren Towns as a Relief Snowplow Operator. Due to a leave of absence in the Public Works department the Director of Public Works will advertise for 2 more snowplow operators.

Financial Impacts:

Included in the 2024 Operating Budget

Performance Measurement:

Strategic Area:

- Embrace a thriving rural lifestyle Enhance Municipal Service Delivery
 Prepare for Inclusive Growth Ensure Financial Stability

Strategic Goal: Support employee recruitment and retention

Respectfully Submitted By:

Leanne Scott, Human Resources Generalist

Report Approved By:

Jodi MacArthur, Chief Administrative Officer